



**MEETING MINUTES**  
**DOWNTOWN DESIGN REVIEW BOARD**  
February 1, 2018  
Public Hearing: 2:00pm  
City Council Conference Room 290, 2<sup>nd</sup> Floor  
200 Texas Street, Fort Worth, Texas 76102

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**B O A R D M E M B E R S**

	Gwen Harper - Place 1	X	Kirk Millican/ Chair - Place 5
X	Andrew Blake - Place 2	X	Cassandra King/ Vice Chair - Place 6
X	Tracy McMackin - Place 3	X	Ryan Johnson - Place 7
	Chris Brim - Place 4	X	Laura Sanchez - Alternate

**I. PUBLIC HEARING: 2:00PM**

A. **CALL TO ORDER: STATEMENT OF OPEN MEETINGS ACT**

B. **ANNOUNCEMENTS**

C. **APPROVAL OF DECEMBER 7, 2017 MEETING MINUTES**

Motion By: King  
Motioned To: Approve  
Seconded By: Sanchez  
Motion Carried: 5- 0

D. **NEW CASES**

**Board Member Andrew Blake joined the meeting.**

**DG18-01      410 W. 7<sup>th</sup> Street**  
**Owner: Tradewind Real Estate Investment Group**  
**Applicant: Trinity Signs and Services, LLC- Lisa Renfro**

Requests a Certificate of Appropriateness to install signage.

Staff presented their case and recommended approval.

**Support:**

Lisa Renfro, applicant, spoke in favor of the application.  
Melissa Konur, DFWI, spoke in favor of the application.

**No opposition.**

The public hearing was closed.

**Board Discussion:**

Motion By: Blake  
Motioned To: Approve  
Seconded By: King  
Motion Carried: 6- 0

**DG18-02            1120 Summit Avenue**  
**Owner: Spirit of Texas Bank**  
**Applicant: Schwarz Hanson Architects**

Requests a Certificate of Appropriateness for exterior alterations and a waiver from the streetscape standards.

Staff presented their report and recommended denial.

**Support:**

Michael Durham, Spirit of Texas Bank, spoke in favor of the application.  
John Herr, project architect, spoke in favor of the application.  
Melissa Konur, DFWI, spoke in support of business and of any need streetscape standards. She spoke in opposition to the exterior alterations.

**Opposition:**

Melissa Konur, DFWI, spoke in support of business and of any need streetscape standards. She spoke in opposition to the exterior alterations.

The public hearing was closed.

**Board Discussion:**

Motion By: King  
Motioned To: Deny without Prejudice  
Seconded By: Sanchez  
Motion Carried: 5- 0  
Recused: Blake

**DG18-03            Northeast Corner of Henderson and Lancaster Streets**  
**Owner: KLS Management LTD, Michael L. Tibbetts, Mid- Western**  
**Development & Realty, Ltd.**  
**Applicant: Quick Trip- Mike Potter**

Requests a Certificate of Appropriateness to construct a gas station with waivers from the height, surface parking lot, fenestration and glazing, fencing, auto-oriented canopies, and sign standards.

Staff presented their report and recommended a continuance.

**Support:**

Tom Edwards, Quiktrip, spoke in favor of the application  
Mike Potter, Quiktrip spoke in favor of the application  
Melissa Konur, DFWI, Spoke in favor of the application.

The public hearing was closed

**Board Discussion:**

Motion By: Johnson  
Motioned To: Continue  
Seconded By: King  
Motion Carried: 6- 0

**II. ADJOURNMENT: 3:41PM**

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#### **Executive Session**

The Downtown Design Review Board will conduct a closed meeting, as necessary, to seek the advice of its attorneys concerning pending or contemplated litigation, or other matters that are exempt from public disclosure under Article X, Section 9 of the Texas State Bar Rules, and as authorized by Section 551.071 of Texas Government Code, which are related to any item appearing on this agenda.

#### **Meeting Accessibility**

The Fort Worth City Hall and City Council Conference Room 290 is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are requested to contact the City's ADA Coordinator at (817) 392-8552 or e-mail [ADA@FortWorthTexas.gov](mailto:ADA@FortWorthTexas.gov) at least 48 hours prior to the meeting so that appropriate arrangements can be made. If the City does not receive notification at least 48 hours prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.

The Fort Worth City Hall and City Council Conference Room 290 es accesible con silla de ruedas. Se solicita a las personas con discapacidades que planean asistir a esta reunión y que necesitan acomodaciones, ayudas auxiliares o servicios tales como intérpretes, lectores o impresiones con letra grande, que se comuniquen con el Coordinador de la Asociación Americana de Discapacitados (ADA) de la Ciudad llamando al teléfono (817) 392-8552 o por correo electrónico a [ADA@FortWorthTexas.gov](mailto:ADA@FortWorthTexas.gov) por lo menos 48 horas antes de la reunión, de modo que puedan hacerse los arreglos adecuados. Si la Municipalidad no recibe una notificación por lo menos 48 horas antes de la reunión, ésta hará un intento razonable para proporcionar las acomodaciones necesarias.

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